

University Preparation School at CSU Channel Islands
1099 Bedford Drive, Camarillo, CA 93010

APPROVED Minutes for the Meeting held on Friday, February 28, 2025

Opening Procedures

- A. Call to Order:** The regular meeting of the Board of Directors of the University Preparation School at CSU Channel Islands was called to order by Veronica Rauschenberger at 1:36pm.

B. Roll Call	Present	Absent
<u>Board Members</u>		
Jeanne Adams	<u> x </u>	<u> </u>
Regina Carver	<u> x </u>	<u> </u>
Christina Gonzalez-Ornelas	<u> </u>	<u> x </u>
Ernesto Guerrero	<u> x </u>	<u> </u>
Veronica Rauschenberger	<u> x </u>	<u> </u>
Kristopher Yeager	<u> </u>	<u> x </u>
Celina Zacarias	<u> x </u>	<u> </u>
<u>Administration</u>		
Charmon Evans	<u> x </u>	<u> </u>
Echo Reves	<u> x </u>	<u> </u>
Veronica Solorzano	<u> </u>	<u> x </u>

- C. Adoption of the Agenda**

Moved by *Regina Carver* **Seconded by** *Ernesto Guerrero*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias	x			

- D. Pledge of Allegiance-** Led by Veronica Rauschenberger

- E. Public Comments**
None

F. Directors' Reports

Charmon- stated that we are in "tour season" for perspective parents applying for the lottery. Giving the tours reminds me how proud I am of this school.

Echo-We have completed our Data Chats, meeting with each grade level and looking at best practices. We also met with the intervention teachers to establish Tier 1, 2, 3 for students. Family math night was held on February 4, well attended. Step up night for the middle school was held on February 25, great turnout.

Veronica- We have been busy with many field trips, all grade bands. The fifth-grade students left Wednesday headed to Catalina. They have enjoyed fabulous weather. They return later today.

Lottery is next Friday, March 7!

G. Board Reports, Correspondence, and Communication

None

H. Advisory and Auxiliary Reports-Nothing to report

1. **School Site Council**-We met Tuesday, we approved the School Safety Plan.
2. **ELAC**-We met Tuesday, working on EL assessments, next meeting will be with SSC.
3. **Parent, Teacher, Student Association**-They are going strong, fabulous! Dolphin Fun Run, next big event, April third and fourth.

II. Regular Session

A. Consent Agenda

All items on the Consent Agenda are to be approved as one motion unless a Board member requests separate action on a specific item. Each item approved shall be deemed to have been read in full and adopted as recommended.

1. **Minutes from the Regular Board Meeting, January 31, 2025**
2. **Human Resources Activity Report**

Moved by Jeanne Adams Seconded by Regina Carver

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias	x			

B. Items for Action, Discussion and or Information

1. Topic/Agenda Item: Review and Approval of the January Financials for UPCS

Personnel Involved: Lisa Boulos/Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals, (If Any):

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the January Financials for UPCS. Lisa went over the financials. A brief discussion followed.

Moved by *Ernesto Guerrero* Seconded by *Regina Carver*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias	x			

2. Topic/Agenda Item: Review and Approval of the Second Interim Financial Report

Personnel Involved: Lisa Boulos

Fiscal Implications:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the Second Interim Financial Report. Lisa went over the Second Interim report, a brief discussion followed.

Moved by *Regina Carver* Seconded by *Jeanne Adams*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias	x			

3. **Topic/Agenda Item: Review and Approval of the 2024-2025 Comprehensive School Safety Plan**
Personnel Involved: Charmon Evans
Fiscal Implications:
Impact on School Mission, Vision or Goals, (If Any):
Options or Solutions (If applicable):
Director's Recommendation: The Executive Director recommends approval of the 2024-2025 Comprehensive School Safety Plan. The SSC met and reviewed to review the school safety plan; no substantive changes were made. They would like to update our emergency supply bin. The plan is due by March 1. A brief discussion followed.

Moved by Regina Carver Seconded by Jeanne Adams

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias				x

4. **Topic/Agenda Item: Review and Approval of Revision to Policy #518 Harassment Intimidation Discrimination and Bullying Policy**
Personnel Involved: Charmon Evans
Fiscal Implications:
Impact on School Mission, Vision or Goals, (If Any):
Options or Solutions (If applicable):
Director's Recommendation: The Executive Director recommends approval of revision to Policy #518 Harassment Intimidation Discrimination and Bullying Policy. Charmon explained that this was a part of Title IV, now we have two policies. A brief discussion followed.

Moved by Regina Carver Seconded by Jeanne Adams

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias				x

5. **Topic/Agenda Item:** Review and Approval of Revision to Policy #522 Title IX Policy Prohibiting Discrimination Based on Sex
Personnel Involved: Charmon Evans
Fiscal Implications:
Impact on School Mission, Vision or Goals, (If Any):
Options or Solutions (If applicable):
Director's Recommendation: The Executive Director recommends approval of revision to Policy #522 Title IV Policy Prohibiting Discrimination Based on Sex. Directory Information Policy. The was reworked o align with the new federal guidelines. A brief discussion followed.

Moved by *Veronica Rauschenberger* **Seconded by** *Ernesto Guerrero*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias				x

6. **Topic/Agenda Item:** Review and Approval of the continued contract with Christy White as auditor for UPCS
Personnel Involved: Charmon Evans
Fiscal Implications:
Impact on School Mission, Vision or Goals, (If Any):
Options or Solutions (If applicable):
Director's Recommendation: The Executive Director recommends approval of the continued contract with Christy White as auditor tor UPCS. We are in the third year of a three-year contract. The information needs to be at county office before April 1.

Moved by *Jeanne Adams* **Seconded by** *Ernesto Guerrero*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			x
Regina Carver	x			
Christina Gonzalez-Ornelas				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias				x

7. **Topic/Agenda Item:** Review and Approval of the continued contract with Christy White as auditor for UPCS
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Fiscal Implications:
Impact on School Mission, Vision or Goals, (If Any):
Options or Solutions (If applicable):
Director's Recommendation: The Executive Director recommends approval of the continued contract with Christy White as auditor for UPCS. We are in the third year of a three-year contract. The information needs to be at county office before April 1.

Moved by Jeanne Adams Seconded by Ernesto Guerrero

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			x
Regina Carver	x			
Christina Gonzalez-Ornelas				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias				x

8. **Topic/Agenda Item:** Review and Approval of the continued contract with Christy White as auditor for UPCS
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Impact on School Mission, Vision or Goals, (If Any):
Options or Solutions (If applicable):
Director's Recommendation: The Executive Director recommends approval of the continued contract with Christy White as auditor for UPCS. We are in the third year of a three-year contract. The information needs to be at county office before April 1.

Moved by Jeanne Adams Seconded by Ernesto Guerrero

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			x
Regina Carver	x			
Christina Gonzalez-Ornelas				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias				x

ADJOURN OPEN SESSION

II. Closed Session

- A. **Topic/Agenda Item: Public Employee/Employment/Review
Mid-Year Administrative Review, Executive Director Update**

No Action to Report

**RECONVENE OPEN SESSION: BOARD REPORT OUT ON ACTION TAKEN IN CLOSED
SESSION, IF ANY 3:20**

III. Board of Directors Announcements/Remarks

Jeanne read an article that names Celina Zacarias as Public Sector Leader of the Year!
Congratulations!

IV. Future Agenda Items: Next Meeting, March 28, 2025

- **Instructional Minutes**
- **Pictures from CIMI trip**
- **Naloxone Policy**

V. Adjournment: 2:24pm

